



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

## **YMCA JOB DESCRIPTION**

Job Title: **Camp Instructor**

Department: Gymnastics, Youth, Camp You

FLSA Status: Non-Exempt

Status: F/T or P/T Seasonal

Revision Date: 3/6/26

Reports to: Program Director

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### **POSITION SUMMARY:**

Under the direction of the Program Director, the Camp Instructor is responsible for providing direct leadership and supervision of camp participants enrolled in the YMCA Camp You, Youth, or Gymnastics Camp programs. The Camp Instructor will assist the Program Director in implementing scheduled activities that will help children develop to their fullest potential in a safe, positive and caring environment.

### **ESSENTIAL FUNCTIONS:**

1. Establishes a caring relationship with each child and know his/her personality and present level of abilities and understanding. Considers the needs of each child and treats each one with respect and dignity.
2. Incorporates the five "Character Development" values of Caring, Honesty, Respect, Faith and Responsibility into all areas of communication and programming with the children.
3. Provides positive direct leadership, participation and supervision for the children assigned to your care, on a daily basis, in a safe, organized and enthusiastic manner. Engages with your campers and builds a positive relationship.
4. Provides the necessary positive management of behavior and control of all camp participants in accordance with the YMCA Youth and Abuse Prevention Policies and Code of Conduct. Redirection, discussion with camper and/or removal from activity is to be used.
5. Gives immediate aid to an injured camp participant. Follows all safety procedures and guidelines established by the YMCA. Advises the Program Director of serious and/or potentially serious incidents that occur. Completes an "Incident/Accident Report" and submits it to the Program Director as soon as possible, but definitely before the end of the camp day.
6. Follows proper procedures for the daily sign in and sign out of camp participants. Checks identification and make inquiries of any person, not already authorized and known to the staff, entering the YMCA. Acknowledges and greets each parent as they drop off/pick up their camper.
7. Assists the Program Director with identifying, implementing and evaluating activities for the participants.
8. Notifies the Program Director immediately of any serious concerns and of any parental or staff concerns that are shared. Instructors are to refer parents to the Program Director or Senior Program Director, in reference to any discussions of concerns.
9. Develops a positive rapport with all YMCA Staff and Volunteers.

### **SIDNEY-SHELBY COUNTY YMCA**

300 E. Parkwood Street  
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[www.sidney-ymca.org](http://www.sidney-ymca.org)

10. Arrives on time and appropriately dressed each day. Follows established notification procedures for absence, tardiness and time off requests.
11. Attends all camp staff meetings, trainings and other meetings as designated by the Program Director.
12. Assumes an equal share of "housekeeping" duties (i.e., wiping up spills, sweeping the floor, checking the bathrooms for cleanliness, etc.).
13. Notifies the Program Director of program supplies needed and maintains those supplies in a safe, clean and appropriate manner on a daily basis.
14. Complete annual youth abuse prevention training and other related trainings
15. Performs other duties as assigned.

### **YMCA COMPETENCIES:**

Mission Advancement: Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

### **QUALIFICATIONS:**

The Camp Instructor must be at least 16 years of age. This person must exemplify and support the YMCA philosophy, mission and standards and must meet all Sidney YMCA screening requirements necessary to hold this position. This person must possess energy, enthusiasm, a positive and caring attitude, positive communication skills, and the ability to work as a team member. The coordinator must also be able to provide direct leadership to a variety of children.

### **WORK ENVIRONMENT & PHYSICAL DEMANDS**

- Standing up to eight hours at a time. Lifting, up to 50 lbs., carrying, bending, stooping, up to eight hours in direct sunlight, sitting inside while assisting children with activities, swimming in up to 9 feet of water.